

**Simsbury Public Library - Board of Trustees
TOWN OF SIMSBURY, CONNECTICUT
REGULAR MEETING AGENDA
Monday, November 15, 2021 at 7:00 P.M.
Simsbury Public Library – Weatogue Room**

Present:

Greg Golinski, President of the Friends of the Library; Lisa Karim, Simsbury Library Director; Marianne O'Neil, Chair of Library Board of Trustees; Amber Abbuhl, Tolly Gibbs, Heather Goetz, Holly McGrath, Mark Orenstein, and Polly Rice. Linda Johnson and Kathleen Miller were not in attendance.

CALL TO ORDER

Ms. O'Neil called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

All present stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

Ms. O'Neil asked for any additions or deletions from the October 18, 2021 meeting minutes. She mentioned that under Friends Report it said, "it yielded about \$30,000 \$35,000." which Mr. Golinski corrected to "35,000+".

Mr. Golinski also said that the line, "No masks had to handed out," needed to read, "no masks had to be handed out."

Ms. O'Neil stated that under Chair's Report that Mr. Golinski had talked about, "having someone that dynamic live after a year," but if you were reading it, it would come out, "live for a year." She suggested that we put, "in person," instead. Mr. Golinski agreed that would make more sense.

Motion: Ms. Gibbs made a motion to accept the minutes as amended. Ms. McGrath seconded the motion. The motion carried unanimously. Ms. Rice abstained from approval because she was not present at that meeting.

PUBLIC AUDIENCE

No public audience.

COMMUNICATIONS

Ms. O'Neil stated that many people said they enjoyed the luncheon with J. Courtney Sullivan and that she was a great speaker.

FRIENDS REPORT

Mr. Golinski stated that the Friends sent out a membership renewal letter and that has been very successful with a lot of response. He thanked Ms. Gibbs.

Mr. Golinski stated that Ms. Karim and her team proposed the Friends supporting getting new bags that would have the Friends logo on them to be loaned as part of the Borrow a Bag program. These bags would not be sold by the Friends. Ms. Karim commented that people are going to be able to check them out and if they decide to keep the bags they will be charged as a lost item. Ms. Rice inquired how many bags they will be getting. Ms. Karim responded that because the Friends are not selling the bags that they will be getting 30 to 50. Mr. Golinski responded that they approved the budget for more and if she needed more, they could cover that.

Mr. Golinski said that the second thing the Friends will be supporting is getting three Chromebooks and Wifi hotspots for lending out. He mentioned that he discussed with Mr. Andrew Sherman about what they were going to purchase, the problem is that they do not know what is available because so much stock is out in containers and a lot of technology is imported. He also did not know when Ms. Karim is going to start that process. Ms. Karim responded that it is Mr. Sherman's project and his last day is this upcoming Friday so it may not be immediate. He reiterated that the Friend's would support it, as well, as the ongoing subscription for the hotspots to keep it going.

Mr. Golinski stated that the Friends monthly meeting is this Thursday.

CHAIR'S REPORT

Ms. O'Neil stated that this was her last meeting and expressed that it was an honor and a pleasure to work with the Library Board of Trustees and those that came before. She also extended her gratitude to Ms. Abbuhl and Ms. Goetz for their time on the Board, as they are accepting their positions on the Board of Selectmen.

Ms. O'Neil stated that the Library Board of Trustees meets on the third Monday of the month, except January and February when the third Mondays are holidays. Last year, when they put the calendar together, the January meeting for 2022 will be January 3rd, which they do early because Town Manager, Marie Capriola, wants the draft of the budget submitted that week. Ms. O'Neil informed the Board that they will vote on the calendar for 2022 meetings next month. The February meeting will probably be February 7th.

Mr. Golinski stated his gratitude for Ms. O'Neil's service and support. Ms. Gibbs added that the Board would not be the same without her and that she has been inspirational. Ms. O'Neil said that it is a great organization to be a part of and it will continue.

DIRECTOR'S REPORT

Ms. Karim stated that Mr. Sherman is leaving his position as the Business and Career Center Coordinator at the Library. His open house is this Friday from 10 A.M. to noon.

Ms. Karim stated that the Budget Workshop has been broken into two different Saturdays for the upcoming year- The Library will be presenting first on Saturday, March 12th. Ms. O'Neil inquired Ms. Karim if she received any guidelines yet. Ms. Karim responded that she had not. Ms. Goetz

clarified that the Tri-Board Meeting is December 1. Mr. Orenstein inquired if it would be on Live or on Zoom. Ms. Karim responded that she has not heard yet

Ms. O'Neil inquired about getting The New York Times for a day. Ms. Karim responded that you log in with your library card and it's just always there and is always available, but you don't check it out. Ms. McGrath inquired if you could do it at home. Ms. Karim and Ms. O'Neil responded yes. Ms. McGrath inquired if there was a maximum number of users for it. Ms. Karim stated she did not believe so but will get additional information and pass it along to the Board. Ms. O'Neil responded that it says on the website that if they are already a New York Times subscriber that they cannot have access. Ms. McGrath stated that this was great and that the more people who can read the newspaper the better.

Ms. Karim stated that afternoon at 4:30 P.M. the Town Manager approved the Library's hire, for the Library Services Assistant position. This individual already works at the Library as a Library Page in the Children's Department and will likely starts in her new position tomorrow. The candidate either just graduated with her Master's in Library Science or will be graduating soon.

BUDGET

Ms. O'Neil stated that they are a third of the way through the year and 33.6% spent. Ms. Karim stated that with Mr. Sherman leaving there will be a lapse between the hiring and spending that money again. Ms. Rice inquired if that position was posted yet. Ms. Karim responded that it has not been posted yet, but it will be posted soon and will stay posted until the position is filled. It will be promoted nationally.

BRONZE STATUE DONATION

Ms. Karim stated that she needed approval to purchase the plexiglass case from the Library Board discretionary funds and it looked like the estimate for the plexiglass case will be \$1,200. The statue needs a plexiglass glass case because it only weighs 25lbs and she does not want it to be taken.

Motion: Ms. Rice made a motion to approve the purchase of the plexiglass for the Carol Stoeke Bronze Statue. Ms. O'Neil seconded the motion. The motion carried unanimously.

Ms. Rice stated that Carol Stoeke had been her neighbor for twenty-five years and she was a wonderful person. She is a dear friend, and this statue is a wonderful thing for the town, library, and for Ms. Rice. Ms. O'Neil stated that maybe they could get an article written about her in *The Doorway*. Ms. Karim suggested when the statue is placed the article be written. Mr. Golinski said that could be done.

Motion: Ms. Gibbs made a motion to accept the gift of the Carol Stoeke Bronze Statue Donation. Ms. Rice seconded the motion. The motion carried unanimously.

STRATEGIC PLAN

Ms. Goetz stated that thanks to the Committee and Ms. Rachel Gravel for putting the final document together. She stated that she took note of the changes. Mr. Golinski said that Mr. Orentstein's change made sense with the outdated terminology. Ms. Goetz brought up the last name change. Ms. Gibbs responded and also brought up the word "library" on page 5 or 6 should have a capital "L" because it

was the only one that was not capitalized. Ms. Abbuhl stated that under the Strategic Planning Committee her last name is spelled wrong, and under Library Board of Trustees they can take out her middle name, Lane.

Ms. Abbuhl stated that the section titled, “Welcome to Simsbury”, where the town’s history is discussed, is focused on the settlers, when the focus of the Strategic Plan, and the #1 Goal is about diversity and inclusiveness. She said that this is an opportunity for them to acknowledge people who lived here before them and make our history more inclusive instead of having it begin, “350 years ago it was settled here and through our hard work we created this great town.” She said it did not mesh with the emphasis throughout the rest of the document on welcoming, inclusive, and accepting of all backgrounds. It seems like they are not recognizing it with the representation of the Town’s history. Ms. Karim will work with Ms. Gravel to rewrite this paragraph. Ms. Goetz brought up how the Historic District Commissions just revised the *Handbook*, with a lengthier history, and it could be something that they look at to get an idea to see how they can adapt.

Ms. Abbuhl brought up that on the bottom of the fifth page of the Strategic Plan it reads, “The Town has invested a \$1.29 per week per capita for the past three years. The return on that investment is currently \$6.93 for every \$1 spent.” She does not understand where those numbers are coming from and how they are being calculated. Ms. Karim responded that there is a Library return on investment calculator that generates the return on investment when you put in certain metrics. It’s a nationally accepted return on investment calculator and it appeared in the last Strategic Plan.

Ms. O’Neil stated that at the last meeting that the Strategic Plan’s goals, the mission, and the vision were accepted.

Motion: Ms. Abbuhl made a motion to accept the finished project with the amendments they have talked about making. Ms. Gibbs seconded the motion. The motion carried unanimously.

Ms. O’Neil stated that the next step, once those changes are made, would be to get enough printed for the Board of Selectmen. Then the postcards with the goals and the three words should be made, which would come out of Board funds. Ms. McGrath inquired who would get the postcards. Ms. Karim responded that they do not have a budget for postage to mail them and she inquired if it could come out of Board funds. Ms. Rice said that she thinks it should come out of the Board funds. Ms. Karim responded that she could get an estimate and bring it to the Board.

Mr. Orenstein made a motion to adjourn. Ms. McGrath seconded that motion. The motion carried unanimously. The meeting adjourned at 7:30 P.M.

Respectfully Submitted,

Amanda Blaze
Commission Clerk